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ECB-PUBLIC
UPDATABLE

RECORD OF PROCESSING ACTIVITY

Public procurement and contract management

1. Controller(s) of data processing activities

Controller: European Central Bank (ECB)

Contact details:

European Central Bank

Sonnemannstrasse 22

60314 Frankfurt am Main

Germany

E-mail: info@ecb.europa.eu

Organisational unit responsible for the processing activity: various organisational units

Data Protection Officer (DPO): DPO@ecb.europa.eu

2. Who is actually conducting the processing activity?

The data is processed by the ECB itself

3. Purpose of the processing

Personal data is processed by the ECB's business areas for the purposes of:

- Management and administration of the procurement procedure, such as communicating with candidates and tenderers, evaluating proposals/offers/expressions of interest/tenders.

- Contract award and subsequent contract management.

For further information please read [the EDPS prior checking notification concerning public procurement](#).

4. Description of the categories of data subjects

- Contractors providing goods or services

5. Description of the categories of personal data processed

(a) General personal data:

The personal data contains:

- Personal details (name, address etc)
- Education & Training details
- Employment details
- Financial details
- Goods or services provided
- Other (please give details):
 - *Information for the evaluation of selection or eligibility criteria: e.g. expertise, technical skills, languages, educational background, professional experience including details on current and past employment, test results.*¹
 - *Information relating to eligibility or selection criteria e.g. declaration of honour, certificates for social security contributions and taxes paid, extract from judicial records.*

6. The categories or recipients to whom the personal data have been or will be disclosed, including the recipient(s) of the data in Member States, third countries or international organisations

¹ In line with Articles 30 and 31, [ECB Decision, ECB/2016/2](#).

- Designated ECB staff members
- Designated NCB or NCA staff members in the ESCB or SSM context
- Other (please specify):
 - *Other tenderers or candidates in the same procurement procedure executing their right to request information;*
 - *Members of the general public: If you are awarded a contract by the ECB, some of your personal data (name and address and contract amount) will be published in supplement S of the Official Journal of the European Union and/or on the website of the ECB in accordance with Articles 34, 36 of Decision ECB/2016/2 of 9 February 2016 laying down the Rules on Procurement*
 - *External experts and contractors working on behalf of the ECB for the purpose of managing the procurement procedure and tender evaluation, and*
 - *Union institutions and bodies charged with monitoring or inspection tasks in application of Union law (e.g. the European Commission, internal auditors, the European Anti-Fraud Office – OLAF).*

7. Retention time

Procurement Procedure:

Personal data of tenderers or candidates will be retained by the ECB for a maximum period of 5 years following the completion of the procurement process.

Contract Management:

Personal data will be retained for a maximum period of 10 years following the end of the contract period.